



TOWN OF LAKE COWICHAN

Minutes of a Regular meeting of Council
Held and transmitted electronically via the temporary Council Chambers
located at 38 King George Street, Lake Cowichan, BC
on Tuesday, November 22nd, 2022.

PRESENT: Mayor Tim McGonigle, Chair
Councillor Carolyne Austin
Councillor Aaron Frisby
Councillor Kristine Sandhu
Councillor Lorna Vomacka

STAFF: Joseph A. Fernandez, Chief Administrative Officer
Ronnie Gill, Director of Finance
Jas Sandhu, Superintendent, Public Works and Engineering Services
Dalton Smith, Manager, Cowichan Lake Education Centre

1. CALL TO ORDER

Mayor McGonigle called the meeting to order at 6:30 pm.

2. AGENDA

No. R.0129/22
Agenda

Moved: Councillor Frisby
Seconded: Councillor Austin
that the agenda be approved with the addition of the following:
STAFF REPORTS (C)
(vi) Expression of Interest – BC Destination Development Fund; and

NEW BUSINESS

(b) Mayor McGonigle re: Support for Housing Initiatives.

CARRIED.

3. ADOPTION OF MINUTES

No. R.0130/22
Regular Meeting

(a) Moved: Councillor Sandhu
Seconded: Councillor Frisby
that the minutes of the Regular meeting of Council held on October
25th, 2022, be adopted as presented.

CARRIED.

No. R.0131/22
Inauguration
Ceremony

(b) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the minutes of the Inauguration Ceremony of Council held on
November 1st, 2022, be adopted as presented.

CARRIED.

No. R.0132/22
Inaugural Meeting

(c) Moved: Councillor Sandhu
Seconded: Councillor McGonigle
that the minutes of the Inaugural Meeting of Council held on
November 1st, 2022, be adopted as presented.

CARRIED.

4. BUSINESS ARISING AND UNFINISHED BUSINESS

None.

5. DELEGATIONS AND REPRESENTATIONS

6. CORRESPONDENCE

(a) Action Items:

None.

(b) Information or Consent Items

- (i) The correspondence item from the Island Coastal Economic Trust regarding membership on ICET and Central South Island Regional Advisory Committee was treated as information

Mayor McGonigle advised that as the Town’s Mayor, he is the appointee on the committee and that he would be attending the meeting on Friday, November 25th, 2022 in Nanaimo, BC.

7. REPORTS

(a) Council and other Committee Reports

No. R.0133/22
Committee of
the Whole

- (i) Moved: Councillor Austin
Seconded: Councillor Vomacka
that the minutes of the Committee of the Whole meeting held on November 8th, 2022, be approved with the following:

1-Unsightly Property – 63 Cowichan Lake Road

that staff be directed to address the safety concerns and unsightly condition of the old gas station located at 63 Cowichan Lake Road;

2—Local Government Leadership Academy Conference

that approval be given for those members of Council who wish to attend the Local Government Leadership Academy (LGLA) conference to be held February 15th to 17th, 2023 in Nanaimo, BC.

CARRIED.

Cowichan Lake
Recreation
Commission

- (ii) Mayor McGonigle reported that the next meeting of the Cowichan Lake Recreation Commission would be held on Thursday, November 24th, 2022.

Mayor McGonigle sought interest from members of Council that would like to sit on the Commission as he may have a potential conflict of interest.

Vancouver Island
Regional Library

- (iii) Councillor Austin gave a verbal report on her attendance at the October 20th, 2022, meeting of the Vancouver Island Regional Library board.

Advisory Planning
Commission

- (iv) Councillor Austin provided a verbal report on the Advisory Planning Commission’s meeting held on November 17th, 2022.

Councillor Austin advised that an advertisement has been placed for membership on the Commission for a two-year term starting 2023.

The next Advisory Planning Commission meeting is to be held on January 26th, 2023.

Community Forest
Co-operative

- (v) Councillor McGonigle reported that the Cowichan Lake Forest Co-operative had held its Annual General meeting on Thursday, October 27th, 2022, when he was appointed as Vice-Chair.

No. R.0134/22
Appointment –
Alternate
Representative

Moved: Councillor Vomacka
Seconded: Councillor Austin
that Councillor Sandhu be appointed as the alternate representative on the Cowichan Lake Forest Community Cooperative.

CARRIED.

(b) Other Reports

Cowichan Valley
Regional District

- (i) Councillor McGonigle reported that Councillor Vomacka and himself had been sworn in as the Town’s representative and alternate on the Cowichan Valley Regional District Board.

He further reported that the Committee of the Whole would be held on Wednesday, November 23rd, 2022, where discussion will be held

on waste management fee increases which will need to be considered for future budget discussions.

Community Outreach Team

(ii) Councillor Austin gave a verbal report on her attendance at the Outreach Team meeting held on November 17th, 2023.

She reported that the next meeting would be held on January 19th, 2022.

Our Cowichan

(iii) Councillor Sandhu gave a verbal report on her attendance at the Our Cowichan meeting held on November 10th, 2022.

Cowichan Watershed Board

(iv) Councillor Sandhu reported that the next Cowichan Watershed Board meeting would be held November 28th, 2022.

Mayor McGonigle reported that a facility tour which included the weir had been undertaken by the Regional District on November 17th, 2022.

(c) Staff Reports

No. R.0135/22
Community Emergency Preparedness Fund

(i) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that Council approve the making of a grant application under the Community Emergency Preparedness Fund for a 2023 Emergency Support Service project through UBCM;

and that it further provides assurance that it would support all the proposed activities under the plan and would undertake the overall proper fiscal management of the grant.

CARRIED.

No. R.0136/22
Emergency Operations Centre

Moved: Councillor Sandhu
Seconded: Councillor Austin
that staff be directed to look at capital deficiencies for emergency operations and report on resources required and available grant funds for capital items.

CARRIED.

No. R.0137/22
License of Use Agreement

(ii) Moved: Councillor Austin
Seconded: Councillor Frisby
that the License of Use agreement with BC Transit and the Cowichan Valley Regional District be approved for signature by the Town's authorized signatories.

CARRIED.

No. R.0138/22
Board of Variance Appointments

(iii) Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that Council confirm the appointment of Rolli Gunderson, Barbara Olson and Bruce Ingram as members of the Board of Variance for a three-year term or until new appointments are made.

CARRIED.

(iv) The Contract Planner's memorandum regarding the application for amending the zoning bylaw for 163 Neva Road was treated as information.

Mayor McGonigle and Councillor Austin excused themselves from the meeting at 7:01 pm for a potential conflict of interest on the next agenda item.

Councillor Vomacka assumed the Chair.

(v) The Contract Planner's memorandum regarding the application for amending the zoning bylaw schedule "A" for three parcels of land located on Renfrew Avenue was treated as information.

Mayor McGonigle and Councillor Austin returned to the meeting 7:03 pm.

Mayor McGonigle resumed his Chair.

No. R.0139/22
Expression of Interest

- (iv)** Moved: Councillor Austin
Seconded: Councillor Frisby
that Council approve the submission of an expression of interest under BC Destination Development Fund to undertake the retrofit to the floating walkway to ensure accessibility to the water for the general public.

CARRIED.

8. BYLAWS

Mayor McGonigle and Councillor Austin excused themselves from the meeting at 7:07 pm for a potential conflict of interest on the next agenda item.

Councillor Vomacka assumed the Chair.

No. R.0140/22
Zoning Amendment
Bylaw
No. 1079-2022
Cowichan Lake
Eldercare Society –
Lakewood Manor

- (a)** Moved: Councillor Sandhu
Seconded: Councillor Frisby
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 1079-2022" be read a third time.

CARRIED.

No. R.0141/22
Zoning Amendment
Bylaw
No. 1079-2022
Cowichan Lake
Eldercare Society –
Lakewood Manor

- (b)** Moved: Councillor Frisby
Seconded: Councillor Sandhu
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 1079-2022" be reconsidered and adopted.

CARRIED.

Mayor McGonigle and Councillor Austin returned to the meeting at 7:09 pm.

Mayor McGonigle resumed his Chair.

No. R.0142/22
Zoning Amendment
Bylaw
No. 1080-2022
163 Neva Road

- (c)** Moved: Councillor Sandhu
Seconded: Councillor Austin
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 1080-2022" be read a third time.

CARRIED.

No. R.0143/22
Zoning Amendment
Bylaw
No. 1080-2022
163 Neva Road

- (d)** Moved: Councillor Sandhu
Seconded: Councillor Frisby
that the "Town of Lake Cowichan Zoning Amendment Bylaw No. 1080-2022" be reconsidered and adopted.

CARRIED.

No. R.0144/22
Official Community Plan
Amendment Bylaw
No. 1081-2022

- (e)** Moved: Councillor Austin
Seconded: Councillor Vomacka
that the "Town of Lake Cowichan Official Community Plan Amendment Bylaw No. 1081-2022" be read a third time.

CARRIED.

No. R.0145/22
Official Community Plan
Amendment Bylaw
No. 1081-2022

- (f)** Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the "Town of Lake Cowichan Official Community Plan Amendment Bylaw No. 1081-2022" be reconsidered and adopted.

CARRIED.

No. R.0146/22
Federation of Canadian
Municipalities Annual
Conferences

9. NEW BUSINESS

- (a)** Moved: Councillor Sandhu
Seconded: Councillor Austin
that Council approve the attendance of the Mayor and one Councillor to attend the Federation of Canadian Municipalities' Annual Conference and Tradeshow; and

and that the Council delegates for the annual conference be approved as follows:

Toronto, Ontario – May 25th to 28th, 2023
Mayor McGonigle and Councillor Sandhu;

Calgary, Alberta – June 6th to 9th, 2024
Mayor McGonigle and Councillor Frisby;

Ottawa, Ontario – May 28th to June 1st, 2025
Mayor McGonigle and Councillor Austin; and

TBD – 2026 Date and Location
Mayor McGonigle and Councillor Vomacka.

CARRIED.

Councilor Austin felt that during these conferences that the Town should be reaching out to Federal Ministries, including Ministry of Health and Ministry of Housing to discuss matters relating to our community.

No. R.0147/22
Housing Assessments
and Strategies

- (b)** Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that Council support Mayor McGonigle meeting with the other Cowichan Valley municipalities on the matter of housing assessments and strategies in our community in light of the recent announcement from Premier Eby on changes to the BC Housing Policy.

CARRIED.

10. MAYOR'S REPORT

Mayor McGonigle presented his Mayor's Report for December 2022 which included the following:

- He wished to thank those who put their name forward to run for Council;
- In the New Year, he would like to move into a quarterly Mayor's Report;
- Reimplement the open-door policy for Mayor and members of Council to meet with the public to discuss ideas, issues and concerns in the community with opportunities for face-to-face communication; and
- In closing, he thanked staff for their efforts in managing the municipal operations.

Mayor McGonigle reported that a facilities tour would be undertaken in the New Year and that the collaboration meeting with the Ts'uubaa-asatx Nation would be scheduled for an evening meeting.

11. NOTICES OF MOTION

None.

12. QUESTION PERIOD

13. IN CAMERA

None.

14. ADJOURNMENT

No. R.0148/22
Adjournment

Moved: Councillor Austin
Seconded: Councillor Frisby
that the meeting adjourn. (7:33 pm)

CARRIED.

Certified correct _____.

Confirmed on the _____ day of _____, 2022.

Mayor